

Northamptonshire Partnership Homes Limited

Company No: 09019453 Registered Address: The Guildhall, St Giles Square Northampton NN1 1DE

Minutes and Actions

13 October 2023 Board Meeting

Bouverie Road Community Hub, 79a Bouverie Road, Northampton NN4 7EQ

Present

Board Members:

Andrew Woods (AHW) *Chair*, Chris Webb (CAW) *Vice Chair*, Bob Purser (BP), Godfrey Kanengoni (GK), Nigel Hinch (NH), Rakesh Thakarar (RT), Rebecca Purnell (RP), Clare Whitehead (CLW)

Officers:

Steve Feast (SF), Dale Robertson (DR), Julie Petrie (JP), Linda Cherrington (LC), Gary Duckmanton (GD), Winston Williams (WW), Pip Dannecker (PD), Liza Ellis (LE) *minutes*

Apologies:

Jane Carr (JCa) WNC, Andrew Kilbride (AK), Clive Williams (CDW), Suzanne Williamson (SW)

Minutes and Actions		
Meeting Commenced: 11:45		
Item 1	Standing Items	Action
Item 1.1: Welcome and apologies		
1.1	The Chair welcomed all to the meeting. Apologies were noted as above.	
Item 1.2: Declaration of interests		
1.2	None	
Item 1.3: Minutes of last meeting		
1.3	Minutes of the Board meeting held on 16 August 2023 were approved by the Board.	
Item 1.4: Matters arising		

1.4	None	
Item 1.5: Mission, Vision, and Values		
1.5	Mission, Vision, and Values were acknowledged in the meeting. The Chair highlighted “we improve and maintain the quality of our homes”	
Item 2 For Decision		
Item 2.1: Appointment of Vice-Chair		
2.1	<p>Nominations for the position of Vice Chair were received from CAW and NH. As more than one nomination was received, the Vice Chair position was decided by an anonymous ballot of all Board Members. The ballot comprised of anonymous voting in writing on a ballot paper. CAW received the majority of the votes and was thus appointed as Vice Chair</p> <p>The Board:</p> <ul style="list-style-type: none"> Appointed CAW as Vice Chair of the Board for a fixed term of two annual general meetings 	
Item 3 For Decision Recommended by Committee – No Items		
Item 4 For Information		
Item 4.1: Management of Fire Safety		
4.1	<p>The report was presented and taken as read.</p> <p>GD provided the Board with the appropriate assurance that Northamptonshire Partnership Homes (NPH) is effectively managing fire safety within the properties it manages on behalf of West Northamptonshire Council (WNC).</p> <p>The Board noted that the initial communication of the issue with cladding at Alliston Gardens had caused some negative reactions on social media and in the local press. Press releases will be jointly managed and approved by WNC and NPH, thereby ensuring impacts are limited for both organisations.</p> <p>Residents have been and will continue to be updated through text message, letter, and face-to-face visits. At Alliston Gardens, housing officers were on site for a whole week, attempting to speak to residents to provide fire safety information and obtain vulnerability details. 60% of residents within the high-rise block have had a face-to-face visit completed. The community bus was also on site at Alliston Gardens for the first two weeks but didn’t receive a lot of interest regarding fire safety.</p> <p>The Board noted that there will be significant financial implications for this project. The Board accepted that the costs are not fully known for the whole project at this time, and due to the fast-moving pace of NPH response, the</p>	

	<p>scale of works at each block is unknown. It is known that each block within scope will require the cladding to the escape routes removing as a matter of urgency. Estimated costs for this work at Alliston Gardens is £91k. The Board will be further advised of costs, once the works required across all blocks is determined.</p> <p>The Board requested reassurance that vulnerable people will not be missed out of communications due to language barriers. GD confirmed a number of communication streams are utilised to ensure as many tenants as possible are updated. This includes personal visits and the use of the community bus as well as written communications.</p> <p>NH asked for a total figure for the number of tenants affected by this project.</p> <p>Action: GD to provide the Board with figures for the number of tenants affected by the fire safety project.</p> <p>The Board noted the contents of the report.</p>	<p>GD</p>
<p>Item 4.5: CEO Update</p>		
<p>4.5</p>	<p>The report was presented and taken as read.</p> <p>The Board expressed concern at the lack of movement with the office accommodation arrangements. It was noted that there had been several failed office moves in the past and that the effect of the uncertainty about a future move on the staff will cause some frustration.</p> <p>It was acknowledged that WNC representatives on the Board have also felt frustrated at the lack of progress, however RP advised that a clearer picture of the Council assets is emerging, and productive conversations are being held between NPH and WNC.</p> <p>The rationale behind the decision for the Allocations service to move in-house to WNC from NPH was discussed. The Board raised concerns about the timescales for the proposed move to be in place by April 2024 and the potential impact on NPH staff and customers.</p> <p>SF gave reassurance that NPH will work with WNC around capacity and the way forward to ensure the transition process has minimal negative impacts.</p> <p>Action: SF to share the project plan for the implementation of the transition for allocations to go back to WNC once received from WNC.</p> <p>The Board expressed frustration and disappointment with the decision to move the Allocations back in-house to WNC.</p>	<p>SF</p>

	The Board noted the contents of the report.	
Item 4.6: Chairs Update <i>verbal</i>		
4.6	The Chair updated the Board on his current activities including ongoing dialogue with WNC to improve the working relationship. This seems to be working better and feedback has been very positive.	
Item 4.7: Committee Reports		
4.7	Remuneration and Review Committee The report which was taken as read. The Board noted the contents of the report.	
Date of next meeting: SF presented the proposal to combine November and December Board meetings to have one Board meeting in November on Wednesday 22nd November INSTEAD OF two on 1 November and 6 December. LE will canvass Board availability and action around availability of the majority.		
Close of meeting: 13:15		

Action Summary		
Action 1 (item 2.2)	GD to provide the Board with figures for the number of tenants affected by the fire safety project.	GD
Action 2 (item 2.4)	SF to share the project plan for the implementation of the transition for allocations to go back to WNC once received from WNC.	SF